GUIDE AND INVENTORY TO THE JOB FILE OF THE INSPECTIONAL SERVICES DIVISION 1974-1994

MISSION

The "ISD Job File" is the basis for the archives of the Inspectional Services Division (ISD) and is an especially important research tool because the mission of the ISD was to aid the Chief of Police and his staff in improving the management and operation of the Police Department. The goal, relatively unchanged over the twenty year span of the Division, was achieved through planning, research, and evaluation designed to provide useful systems, methods, procedures, and policies which were employed to control and improve the quality of performance throughout the Department. Staff and spot inspections were conducted to audit and review the operational and administrative functions of the Department and to ensure compliance with Department directives and policies. The ISD also was responsible for planning, coordinating and administering the Departments budget process.

The planning and research functions included development and utilization of the Patrol Car Allocation Model (PCAM) to recommend patrol deployment and budgeting processes through computer modeling. Activities also included development and evaluation of grant projects, computer systems for dispatching and geographic information systems, long range planning, and evaluation of Environmental Impact Statements to indicate impact on Department resource needs.

HISTORY

The Planning and Research activity of the Seattle Police Department is believed to have originated in 1961 when Chief F. C. Ramon assigned a police supervisor to the City's Century 21 Worlds Fair on a full-time basis. It was stated that the presence of this officer (located in the Staff Division) gave the Police Department considerable insight into the projected activities of the Fair and enabled police planning to be incorporated into such things as physical structure, security procedures, personnel handling and other matters of vital concern.

HISTORY cont'd.

In 1962 the unit was renamed Planning and Inspection but reverted to Planning and Research in 1963 which held through 1968 when it was again renamed the Planning and Research Bureau reporting directly to the Deputy Chief of the Staff Division, C. A. Rouse.

In 1969 an Inspectional Services Bureau was formed under Assistant Chief A. C. Gustin with an Inspections Division under Captain Larry McCready. During this period of time the IACP (International Association of Chiefs of Police) conducted a detailed analysis and review of the Department's operations. This report suggested a number of reorganizational moves that were implemented over the next few years.

In 1970, The Administrative Services Bureau, under Assistant Chief Eugene M. Corr, contained an Inspections Division and a Research and Development Division. In September of 1970 a Management & Analysis Team was appointed headed by Calvin C. Clauson. The Research and Development Division continued in 1971 through 1972 under Captain C. R. Connery.

In 1973, Research and Development was renamed the Research and Inspections Division, now under Major C.R. Connery, reporting directly to the Chief of Police. In 1974, the Research and Inspection Division was renamed the Inspectional Services Division (ISD) where it continued substantially intact, reporting to the Chief of Police for the next 20 years.

A detailed study of the Inspections & Planning functions between the years 1968 and 1976 was undertaken by Randy Tibbs in 1976. Notes were accumulated but no formal report was located (ISD Job No. 77-146).

The Commanders of the Inspectional Services Division were:

	MAJORS	<u>IN</u>	OUT
	Ray Connery	Nov. 1973	Dec. 1975
	Don Kelsey	Jan. 1976	Sep. 1977
	Larry McCready	Oct. 1977	May 1978
	Ray Connery	Jun. 1978	May 1979
	Dave Grayson	May 1979	Mar. 1981
_	Dale Douglas	Apr. 1981	Jan. 1982
	Herb Johnson	Jan. 1982	Jan. 1986
	Mike Brasfield	Jan. 1986	July 1990
	Jim Deschane	July 1990	Apr. 1992
	John Pirak	Apr. 1992	Mar. 1995

HISTORY cont'd.

The last the of the ISD identity disappeared during 1995 as functions were assimilated into four new Bureaus.

FUTURE

In 1994 the ISD was completely restructured. Revised activities began in 1995 with:

- 1. Research and Grants reporting to the Community Policing Bureau.
- The PCAM project reporting to the Special Deployment Section of the Operations Bureau.
- The Finance and Planning functions (including review, coordination, and response to Environmental Impact Statements) reporting to the Support Bureau, and
- The Inspections and Operational Procedures functions reporting to the Training, Procedures and Audit Section of the Professional Responsibilities Bureau.

THE RECORDS

The Records included in the ISD Archives run from approximately 1969 through 1995 with the greatest bulk falling truly between 1974 and 1994.

In accordance with the State of Washington's Records Retention Disposition policies, the records series that were developed were each given a specific retention period. These ranged between one year, current year plus three, and permanent.

Control and access to specific records in the Job File was developed concurrently with the introduction of electronic word processing equipment. This system was documented in an article published in The Police Chief, October 1978, entitled "A Job Control System for the Inspection and Planning Section of the Seattle Police Department".

THE COLLECTION

The ISD Job File contains the core of the work done for the Chief of Police over a 20 year period. In addition, certain ISD records and record series have been placed as follows:

The "Studies and Surveys of the SPD" and "Research Requests and Research Reports" have been placed in the Subject File as is. Other related documents are being added to these records series to facilitate access.

Other major products of ISD work included Annual Reports, Grants, Inspections, and Manuals of Rules and Regulations. These documents appear in the ISD Job File. Additional copies of finished products may appear in separately identified files for easy access because they (have been merged with similar documents produced before 1974 and will undoubtedly include similar documents produced after 1994.

The ISD Job File, Inspections Reports File and Manual File are located in a basement vault of the Public Safety Building. Approximately five cubic feet of ISD job file records remain in actual files of the Training, Procedures and Audit Section covering the years 1990-1994. As their current plus three year retention period in the office expires, these records will be placed into vault storage. In the future, this entire collection will receive a more thorough review to further purge and refine the collection.

ACCESS

All of the ISD collection is under the direct supervision and control of the SPD Acting Commander of the Records, Evidence & Identification Section, Judy deMello. Access to the entire ISD collection in the basement vault is obtained through Judy deMello.

Primary interest in the ISD Job File, Inspections Reports, and Manual Files is with the Inspections and Operational Procedures units which report to the Training, Procedures, and Audit Section of the Professional Responsibilities Bureau. The Inspections and Operational Procedures units have developed and maintain a computerized index of the Job File and their successor audits and procedures responsibilities.

Title	Vault	PCN	PID
A			
AADIS - form	111	1988-176	IO.
Absence from Duty Authorization	032		lO
Academy Organizational Issues	016	1983-055	lO
Academy Road Project		1981-867	lO
Academy, Automation of Class Hist. File	012	1977-236	lO
Academy, Police Relocation	015	1981-367	10
Accid. & Enforcement action at Specific Location	006	1969-026	JO
Accident Investigation	035	1983-213	JO
Accident Investigation - Manual Rev.	158	1994-004	lO
Accident Reports	093	1987-019	JO .
Accident Review Board	051	1984-119	
Accident Review Board Accident Review Program	049	1984-323	JO
	017	1981-012	. pl
Accidents Involving Dept. Vehicles ADA Accommodations	067	1986-097	lO
	156	1992-040	MA
Address Standards Working Group	134	1990-019	lO
Addressing Issues / and Background Issues	150	1990-021	
Admin Manual Revision	156	1992-056	JO
Administrative Changes to Dept Manual Revisions	093	1987-201	JO
Administrative Manual Changes	022	1982-025	JO
Affirmative Action Program	004	1974-032	JO
AFIS Analysis	111	1988-238	JO
AFIS Correspondence	056	1985-104	JO .
AFIS Implementation	145	1991-014	JO
Age, Maximum for Police Recruits	020	1981-429	JO
AIDS Policy, Response to Personnel Div.	068	1986-353	JO
AIDS, Hazard - Form	111	1988-212	JO
AIDS, Testing of Suspects	111	1988-208	JO
Air and Water Patrol	006	1977-316	JO
AIS Fee Change	072	1986-193	JO
Alcohol Influence Report - Form	110	1988-134	JO
Alcohol Influence Report Revision	072	1986-242	JO
Alcohol Information Report	034	1983-146	JO
Alcoholism - New Law	005	1972-039	10
Allowance, Uniform Policy	013	1980-121	JO
Alternative Work Sched	156	1992-030	lO .
Alternatives Study for 9-1-1	134	1990-042	lO
Ammunition & Weapon Evaluation	010	1973-953	JO
Ammunition - 1.11.060	022	1982-068	1O
Ammunition 80	007	1980-073	10
Ammunition Regulations	020	1981-209	1O
Ammunition, Hollow-Point Weapons	004	1974-989	
Animal Control - Bites	108	1988-069	10
Annexation of Outlying Areas (1961-70)	006	1970-005	10
Annual Report (1984)	055	1985-021	IO
Annual Report - 1985	068	1985-021	JO JO
Annual Report - 1988	119	1989-015	
Annual Report - Format	072	1986-185	10
Annual Report 1987	109	1988-013	JO
	109	1700-013	JO

Tide	Voult	DCN	PID	
Title	Vault	PCN		
Annual Report materials - 1983	050	1984-027	1O	
Annual Report Statistics	033	1983-068	JO .	
Annual Report to the Mayor	004	1974-005	JO	
Anti-Cruising Ordinance	110	1988-121	JO	
Anti-Drug/Narcotics Grant	094	1987-014	1O	
Anti-Graffiti Task Force	151	1993-009		
Archives, SPD Study	017	1981-005	lO	
Arrest for Assault on Officer	022	1982-019	JO	
Arrest Reporting Procedure Directive	121	1989-185	lO	
Arson Reclassification	001	1977-161	lO	
Arson Squad Review	035	1983-160	JO	
Ash Fall	015	1980-264	JO	
Assault on Officer with Incident Report DP&P	022	1982-050	JO	
Assaults A/Police Officers (1969-73)	010	1969-951	JO	
Automated Mapping - Landmark	072	1986-179	JO	
В		**		
Bad Check Reporting	074	1986-381		
Bad Check, Forms Review	069	1986-070	JO	
Badges - Quality Control	035	1977-217	JO	
Bag Mask, Procedures for Reuse	094	1987-011	JO	
Bail Schedule Revision	072	1986-178	JO	
Batons (expandable), survey results	109	1988-017	JO	
Behavior Trends-Pol. Racial Conflict Shootings	015	1981-304		
Behavioral Research Institute Survey	068	1986-233	JO	
Beneficiary Form	074	1986-348	JO	
Bi-weekly Timesheet, FLSA	072	1986-214	JO	
Bibliography, Department	135	1990-127	JO	
Bicycle Units - Radio Numbers	108	1988-165	ma	2
Billing Invoices, Form Revision	074	1986-351	JO	
Bio-hzrd Protecty Gown	158	1994-030	JO	
Black Criminology in U.S.	020	1981-316	JO	
Block Grant Monies	034	1981-107	JO	
Blood Alcohol Test	022	1982-031	JO	
Blood Samples - Fire Dept. Aid Crew	022	1982-053	10	
Blood Test Packet - Form_	110	1988-136	1O	
Bloodhound File	013	1980-915	10	
Bloodhounds - USE By K-9	018	1981-010	30	
Blouse, Uniform Policy	013	1980-005	JO	
Board of Public Works Rules	120	1989-089	JO	
Boat Tax/Registration Fees (Budget)	145	1991-010	10	
Boating Accident	158	1994-048	1O	
Boating Safety Grant	072	1994-048		
Boating Safety Grant	135	1980-178	10 10	
Boating Safety Grant	145	1991-035	10	
Body Armor	121	1989-149	10	
Body Armor - ERT	051	1989-149	10	
Body Armor - History of Research	049	1984-073	JO	
Bomb Squad Survey	157		SU	
		1993-038		
Bombing, Civil Disturbances PO's	006	1971-003	JO	

Title	Vault	PCN	PID
Booking Rejection - K C Jail	. 034	1983-135	
Breathalyzer Index, Form Revision	074	1986-376	JO
Breathalyzer Recertification	018	1981-158	JO
Breathalyzer Refusal Form	109	1988-009	
Brutality, Police, Senate Hearings	006	1965-001	JO
Budget (Police Department) 1986	054	1985-687	JO
Budget - 1977-78 Documents	035	1977-407	10
Budget - 1977-78 Documents	035	1978-407	
Budget - Misc. 1988	093	1987-001	JO
Budget - Patrol	035	1979-711	lO
Budget - Records and Evidence Captain	049	1984-017	bu
Budget Implications of DWI Law	050	1984-003	JO
Budget Info: (1976, 77, 78)	002	1976-993	JO
Budget Materials	019	1981-251	JO
Budget Materials (1982)	017	1981-224	lO
Budget Materials - 1982	016	1981-887	JO
Budget Questions from OMB	052	1984-009	JO
Budget Report - New Resource Utilization	007	1982-147	1O
Budget, 1980 Adopted (& 1981 Prep'n)	013	1980-122	JO
Budget, 1989	108	1988-045	1O
Budget, Capital Improvement Project	108	1988-003	bu
Budget, Issues for 1989	108	1988-651	JO
Budget, Patrol - 1989	108	1988-073	1O
Budget, Patrol - Questions 1989	108	1988-074	1O
Budget: 1990 Available Capital Budget	133	1990-312	JO
Budget: Council Questions re: ISD	133	1990-305	10
Budget: East Precinct Parking	133	1990-301	10
Budget: Harbor Patrol Unit	133	1990-343	10
Budget: Overtime Costs for Teen Events	133	1990-276	JO
Budget: Data Processing Plan	093	1987-057	1O
Budget: Microcomputers	093	1987-041	10
Budget: Patrol-Questions	093	1987-058	1O
Bullets for SPD, Hollow Point	011	1975-005	10
Buracker Recommendations, status of	135		
Buracker Study	119	1990-063	JO
Burglar Alarm Code		1989-649	10
Burglary	001	1977-500	1O
Burglary - South Precinct	010	1973-032	JO
Business Form Information	018	1981-101	JO
	069	1986-046	lO
С			
C.I.P. 1988	093	1987-007	JO
CAD Geofile, New	111	1988-226	JO
Cadet Program	147	1991-063	JO
CALEA Standards	021	1982-107	JO
Calibration of Patrol Cars	055	1985-017	JO
Call-Management Survey for Wa. D.C. PD	159	1993-707	su
Canine Control/Vicious Dogs	096	1987-147	JO
Capital Improvement Project 1971-78 (1974-82)	006	1971-078	
Capital Improvement Projects (Budget)	. 145	1991-050	JO

Title	Vault	PCN	PID	
Capital Improvement Projects - 1991	133	1990-025	bu	
Capital Item Replacement Plan	067	1986-123	bu	
Carrying Concealed Weapon Permit (CCW, CWP) Fees	001	1977-521	JO	
Case Management System (CMS)	070	1986-091	JO	
CCIU & Arson Unit Designations	049	1984-037	JO	
Centralized Arrest Screening	147	1991-064	JO	
Chaplain Corps	022	1982-207	JO	
Chaplains	054	1985-032	ma	
Charity Committee Bylaws	020	1981-461	JO	
Charter, City of Seattle (1946, 1967)	006	1946-067	JO	
Check/Forgery Inspection	156	1991-096		
Chem Agent Cann Disp	157	1993-067	JO	
Chemical Agent - Cap Stun	133	1990-028	ma	
Chemical Mace study	011	1977-299	JO	
Chemshield Devices	015	1981-141	lO	
Child Abuse Survey, Search Group, Inc.	054	1985-327	JO	
Children's Helistop FEIS	074	1986-306	ei	
China Exhibit (security)	035	1983-214	JO	
CID Inspection (2)	012	1977-040	JO	
CID Inspection (2)	012	1977-189	JO	
CID Work Load	001	1977-010	JO	
CIP Budget 1987	071	1986-151	JO	
Citation Activity on 43rd Ave. S.	056	1985-098	10	
Citation Informtn Sticker	157	1993-050	JO	
Citation Labeling	136	1990-141	JO	
Citation Revisions	156	1992-055		
Citation Table	074	1986-108	JO	
Citations Handling Procedure	018	1981-155	JO	
Citizen Accident Information Sheet	034	1983-143	JO	
Citizen Participation resolution	012	1977-259	JO	
Citizen Satisfaction Survey - 1st Half 1994	159	1994-028	su	
Citizen Satisfaction Survey - 4th Qtr 1991(?)	159	1990-165	su	
Citizen Satisfaction Survey 2nd Half 1993	159	1993-044	su	
Citizen Survey	157	1993-023	SU	
Citizen Survey	157	1993-044	SU	
Citizen Survey Data - second half 1994	159	1994-735	su	
City Council Correspondence	016	1981-883	JO	
City Council Study - Comments on Reports	073	1986-279		
City Emergency Mgt. Response Plan	111	1988-234	JO	
City Liquor Licenses, Review of	071	1986-148	JO	
City Motor Pool - SPD Use	034	1983-108	JO	
City Ordinances, Proposed	074	1986-370	JO	
City Ranking of U.C.R. 1986/87	096	1987-071	JO	
City Ranking of UCR 1987/88	110	1988-081	JO	
City Ranking of UCR 1988/89	119	1989-017	JO	
City Ranking of UCR, 1985/86	074	1986-358	JO	
City/University Agreements	034	1983-148	JO	
Civil Actions, Officer Involvement	063	1936-346	ĵG	
·Civil Litigation and Graphics Presentation	097	1987-170	lO	
Civil Service Commission and SPD	004	1973-034		

Title	Vault	PCN	PID
Civil Service Commission SPD & the	005	1972-034	, 10
Civilian Conduct 1.08.010	022	1982-012	JO
Civilian Hours	005	1972-053	JO
Civilian Personnel, Police Terms Manual for.	005	1975-976	JO
Civilian Review Boards	004	1974-997	JO
Civilianization Report (Contd)	146	1991-041	
Civilianization Report. PDQ's.	145	1991-041	JO
Civility Ordinance Enf	157	1993-059	JO
Clandestine Drug Labs	121	1989-191	JO
Classification List	160	1993-026	JO
Classification Report (UCR)	013	1980-010	JO
Cloth Badges	022	1982-026	10
Cocktail Lounges - Taverns, Officers in	108	1988-086	10
Columbia Center DEIS	015	1981-889	JO
Command Duty Officers	034	1983-130	1O
Commercial Driver Training	136	1990-135	
Commercial Squad Inspection	049	1984-001	JO
Commissions, Current Material	014	1984-001	in
Common Parking Violations	156	1980-019	JO
Communicable Diseases - Training & Equip.	034	1983-155	10
Communications Analysis: Add. Radio Frequencies	033		lO
Communications Analysis: Personnel		1983-047	lO
Communications Analysis: Radio Freq. Overuse	033	1983-048	JO
Communications Budget	033	1983-049	JO
Communications Center Survey (Non-Emerg. Calls)	052	1984-219	JO
Communications Center Survey (Non-Emerg. Calls)	054	1985-368	su
Communications Div. Safety Inspection	055	1985-030	JO
Communications Division - Word Processor	012	1977-056	lO
	035	1983-167	
Communications Division: Heating & Cooling	033	1983-062	1O
Communications E911 Call Distributor	050	1984-009	lO
Communications Equipment Replacement Schedule	032	1983-008	lO
Communications Expansion	069	1986-054	1O
Communications, Boston P.D. Survey	015	1981-259	JO
Community Centers for Parks Dept	150	1990-020	
Community Policing, Literature Searches	074	1986-328	JO
Community Relations Proposal	015	1980-455	lO
Community Service Center Reports	010	1973-056	JO
Community Transit Operations	072	1986-250	JO
Community/Police Team Evaluation	134	1990-047	JO
Comparable Cities/Crime Stats/Manpower	013	1980-013	JO
Compensatory Time Off	018	1981-026	JO
Complaint Citation Review	068	1986-039	JO
Complaint Procedures - CSB	120	1989-117	10
Comprehensive Housing Affordability Strategy	151	1992-052	
Comptroller's Annual Report	094	1987-030	JO
Computer Aided Dispatching: Progress Review Mtgs	149	1990-017	
Computer Budget Request, ISD	134	1990-064	JO
Computer Center	069	1986-061	Jū
Computer Room Project - E911	050	1984-032	JO
Computer Support Survey	067	1986-003	bu

Title	Vault	PCN	PID
Computer Ticketing	052	1984-151	JO
Computer Ticketing	136	1990-024	JO
Computer-Issued Citations	069	1986-077	JO
Computerized Evidence Inventory Survey, COP	054	1985-337	su
Conference Folders	071	1986-127	
Conference of Mayors program/agenda	135	1990-087	JO
Confidential Informant Management Procedures	056	1985-303	JO
Confiscated Firearms Policy	068	1986-309	ma
Consular Corps Form Revision	054	1995-017	JO
Contagious Diseases Study	034	1983-145	JO
Contract/Manual Revisions	054	1985-010	JO
Convention, Travel Policies	067	. 1986-125	JO
Converted Property, Accountability	022	1982-029	JO
COP Action Memo	158	1994-037	JO
COP Correspondence	016	1981-885	JO
COP's Speech Materials	020	1981-050	JO
COP, Letters for	005	1972-971	JO
COP, Letters for	004	1975-987	JO
COP, Letters for	004	1976-978	JO
COP, Letters for the	010	1973-949	JO
COP, Letters for the	004	1974-973	JO
COP, Memos from	004	1976-985	JO
COP, Memos to	004	1976-983	JO
COP, Memos to the (1973-74)	010	1973-947	JO
Corporal Position - Personnel	021	1982-061	JO
Corrections Dept. Relocation Issue	135	1990-103	JO
Council, City	004	1976-981	JO
Court Codes - Manual Rev.	093	1987-061	JO
Court OT Projection	157	1993-056	JO
Court Overtime	068	1986-253	JO
Court Overtime	111	1988-182	JO
Court Unit - Form	110	1988-131	JO
Court Unit Move	069	1986-059	JO
Court Unit Notices, Form Revision	074	1986-368	JO
Court/Overtime Form Revision	072	1986-204	JO
Courtesy Notices	049	1984-018	JO
Crime Lab Space	050	1984-035	JO
Crime Prevention - Radio Numbers	108	1988-066	JO
Crime Prevention Move	051	1984-051	JO
Crime Prevention Office Expansion	120	1989-130	JO
Crime Prevention Partnership	109	1988-036	JO
Crime Prevention Relocation	033	1983-041	JO
Crime Prevention Through Environ. Design 1981-1993	153	1993-001	30
Crime Rate (reported) Discrepancies	096	1987-151	JO
Crime Statistics From Annual Report	160	1991-727	JO
Crime Trend Analysis	073	1986-252	lO
Crime-Free Environment Questionaires	152	1993-025	su
Crimes Specific Section Inspection Report	014	1980-911	10
Criminal Code Changes	018	1981-119	10
Criminal Code Revisions - Statute Ref. Man.	049	1981-119	<u>10</u>

Title				
	Vault	PCN	PID	
Criminal Complaints - Filing in District Court	034	1983-128	JO	
Criminal Justice Plan, Draft-City of Seattle 81	014	1980-903	JO	
Criminal Justice Reimbursement - Adults	022	1982-062	JO	
Criminal Trespass Policy	111	1988-172	lO	
Crimnl Trfc Citation Bkng	158	1994-006	JO	
CSO Impact on Downtown Patrol Workload	052	1984-014	JO	
CSO Move	148	1991-124	lO	
CSO Transportation Inspection	049	1984-208	10	
Customer Satisfaction Survey 1st Half 1993	159	1994-010	su	
Customer Survey - 2nd Half 1992	. 159	1993-023	su	
D				
Daily Worklog - 1980, 1981, 1982	035	1983-705	JO	
Dallas & San Jose Information Requests	159	1992-729	su	
Dallas PD Survey	159	1990-731	su	
Data Center Inquiry Form	072	1986-180	JO	
Data Processing	035	1983-707	JO	
Data Processing Budget - Planning Section	032	1983-013	JO	
Data Processing Resources & Needs, Review	033	1983-029	JO	
DCLU - Director's Rules	073	1986-321	JO	
DCLU - Directors Reports	070	1986-109	JO	
DCLU Design Review Committee	146	1991-045	JO	
DCLU Director's Report	095	1987-049	JO	
DCLU Director's Reports	110	1988-156	JO	
DCLU Director's Reports	119	1989-035	JO	
DCLU Director's Reports	134	1990-036	JO	
DCLU Director: 10049 35th NE Interpretation	149	1990-036		
DCLU Directors Rules, Reports, etc.	146	1991-051	JO	
DCLU Reports and Standards	150	1992-009	5.75	
Deadly Force	021	1982-017	JO	
Deadly Force Policies (for City Council)	051	1984-128	JO	
Deadly Force Policy & Training Bulletin	006	1978-296	JO	
Deadly Force, Information Request	051	1984-139	JO	
Deadly Force, Use of	012	1977-921	JO	
Deadly Force, Use of and Post Shooting Reactions	015	1980-893	JO	
Decentralize North Pct. Detectives	121 .	1989-165	JO	
Decentralized Detective Evaluation	069	1986-089		
Defective OC Cannisters	157	1993-070	JO	
Delridge Way S.W Enforcement	073	1986-298	JO	
Demographic & Economic Trends - Seattle	034	1983-989		
Department Data Sheet	135	1990-098	JO	
Department Psychologist Pamphlet	156	1990-220	JO	
Department Publication, Official + GIBs	097	1987-177	JO	
Department Statistical Database	073	1986-267	10	_
Department Statistics 1992	160	1992-717	JO	
Deployment Practices (1987-054.4)	065	1987-054	JO	
Deployment Practices (1987-054.5)	066	1987-054	JO	
Dept. Org. Charts Update	110	1988-100	- JO	_
Detective Assignment	133	1990-061	ma	
Diamond Parking Lot Security	148	1991-012	JO	
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	Title	Vault	PCN	PID		
	Direct Voucher Requisition	156	1990-238			
	Directive Reference Guide	157	1993-004	JO		
	Disaster Readiness & Response Plan	034	1983-030	JO		
	Disaster Readiness and Response	137	1990-254	JO		
	Disciplinary History Review	051	1984-116	10		
	Discipline Action Form	156	1990-183	10		
	Disposal of Firearms	004	1974-999	JO		
	Disposal of Unclaimed Property - Inspection	049	1984-203	10		
	Dissemination of Criminal History	049	1984-003	10		
	Division Manual Inspection	032	1983-002	in		
	Divison Inspection - Personnel	159	1994-032	JO		
	DNA Identification	110	1988-067	10		
	DOC/ Transportation of Work Release Prisoners	145	1991-040			
	Dog Bites	051	1984-083	lO		
	Dog Bites: Investigative Responsibility	034	1983-116	lO		
	DOL-ID Procedures	156	1992-011	1O		
	Domestic Partnership Policies (Evaluation)	147		lO		
	Domestic Violence	092	1991-060	lO		
	Domestic Violence	096	1984-126	JO		
	Domestic Violence		1987-069	10		
	Domestic Violence Costs, 1984-87	151	1993-022	10		
	Domestic Violence Form	073	1986-292	10		
	Domestic Violence Law Impact	051	1984-127	lO		
	Domestic Violence Sheet Revision	092	1985-005			
	Domestic Violence Sheet Revision	070	1986-093	lO		
	Domestic Violence Update	072	1986-213	JO		
	Downtown - City-wide Forecasts (1984-86)	110	1988-059			
	Downtown Construction & Street Closures	052	1984-028	JO		
	Downtown Development & Police services	072	1986-215	JO	2.1	
	Downtown Growth - Update	033	1983-066	lO.		
	Downtown Growth Development	136	1990-168	JO		
	Downtown Project - Crime Prevention Div.	056	1984-068	JO		
	Downtown Public Right-of-Way Policies	052	1985-681	JO		
	DP&PGeneral OrdersSOP'sDP&P (1974-75)	072	1986-190	JO	×	
	DPAC Policy Review Support	004	1974-979	1O		
	Drill Team Timekeeping	148	1991-142	lO		
	Drill Team Timekeeping Procedures	015	1981-475	in		
	Driver Training	022	1982-011	lO		
	-	157	1993-049	10		
	Driver Training Accident Reporting	022	1982-018	lO		
	Driver's License Charging	067	1986-094	lO		
	Driver's Licenses - Washington	119	1989-005	JO		
	Drug Cases, Expedited	110	1988-139	lO		
-	Drug Forfeiture Ordinance	136	1990-164	10		•
	Drug Policy, Employee Manual	121	1989-183	JO		
	Drug Related Crimes (Rand Report)	136	1990-170	3		
_	Drugs and Alcohol - Use of	020	1981-202	JO		
	DSHS Proposed Reductions	017	1981-457	JO	7	
	Duplicate Badge Issue	0.5.5	1985-023)O		
	DWI - Seizure & Forfeiture of Vehicle	033	1983-034	1O		
	DWI Activity - REDD Program	032	1983-715	JO		

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Earthquake Preparedness	017	1981-408	pl
East Central Precinct DEIS	013	1980-043	JO
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East Precinct - 2nd Floor Tenant Plan	054	1985-685	JO
East Precinct - 2nd Watch Spot Inspection	022	1982-001	JO
East Precinct 2nd Floor Furniture	136	1990-163	JO
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Emergency Lights Policy	067	1986-066	1O
Emergency Lights, Blue	017	1986-068	JO
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Emergency Response Checklist	055	1985-014	1O
Emergency Runs - Blood Run Policy	049	1984-005	1O
Emergency Weather Conditions	067	1986-015	JO
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Employee Dress Standards	049	1984-008	JO
Energy Conservation Project	001	1977-198	JO .
Environment, Protection of (SOP)	001	1977-038	JO
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ERT Budget Expenditure Recap	054	1985-204	JO
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Exposure Control (Research Materials)	128	1990-330	JO	
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Facilities - 3rd Floor Restroom	070	1986-121	JO	
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Firearms Policy - Seattle Fire Department	. 021 .	1982-094	JO	
Firearms Purchase Authorization	018	1981-198	1O	
Firearms Report 1989	122	1987-159	JO	
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Follow-up Units, Notification of	013	1982-022	lO	
Food Stamp Program Evaluation of (Seattle),	006	1980-067	. JO	
Foot Patrol Deployment and Activity	250.0	1970-967	1O	
Foot Patrol Update Report	056	1985-985	lO	
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Foreign Nationals, Detaining	096	1987-070	lO	
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Forms Reduction Project 1993	160	1993-715	- JO	

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Forms: KCJ Booking Sheet	120	1989-118	JO	
Forms: Marine Alcohol Influence Report	097	1987-223	JO	
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Forms: South Precinct Project (CPPP)	097	1987-229	JO	
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Forms: Vehicle Hold Release	121	1989-164	JO	
Found Property	004	1975-975	JO	
Found Property Legislation	001	1977-563	JO	
Four/Ten Plan Work Schedules Shifts	005	1971-039	JO	
Fraudulent Drivers Lic	157	1993-051	· JO	
Fremont Dock Parking Lot	148	1991-123	JO	
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General Information Bulletin + Ofcl Dept Publ	097	1987-177	10	
General Orders	026	1970-815	1O	
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General Orders-Updating Index	005	1972-052	10	
Geo-File	068	1986-081	1O 1O	
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Green River Task Force, SE Seattle Traffic Tick.	056	1985-088	JO
Grievance Procedures	018	1981-068	JO
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Gun Auctions	145	1991-002	JO
Gun Buy-Back Program	156	1992-029	JO
Gun Control Statistics	147	1991-061	JO
Gun Rack Mount (Shotgun)	017	1981-447	JO
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Harassment Policy	056	1985-097	JO
Harbor - Impound/Moorage Procedures & Rpt. Form	007	1982-002	JO
Harbor - Research Acquisition of Boat	022	1982-072	JO
Harbor - Signing	051	1984-054	JO
Harbor Code Enforcement in Elliott Bay	073	1986-082	JO
Harbor Materials	018	1981-123	JO
Harbor Patrol Study	035	1983-207	JO
Harbor Patrol Study/Survey	149	1990-282	30
Harbor Patrol Unit Inspection	022	1982-007	JO
Harbor: Boat Acquisition	034	1983-118	JO
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Hazard ProfileUniformed Officers	001	1977-036	JO
Hazardous Chemical Communication Program	067	1986-163	JO
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Hazardous Waste Coordinating Committee	136	1990-212	JO
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Heat Loss, Traffic Division	055	1985-033	JO
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Helicopter Program, Joint-	051	1984-095	JO
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Helipad Evaluation	011	1976-032	JO
Helmets for PEO	017	1981-047	JO
Hepatitis Inoculations	137	1990-330	JO
High Temp Accel Fires	157	1993-057	JO
History of Major SPD Projects	033	1983-067	JO
History, ISD: Pre 1968 to 1976	012	1977-020	JO
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HMC Restraint Policy	069	1986-075	JO
Holding Cells - SPD	. 032	1983-010	JO
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Holiday Schedule Change	. 054	1985-010	ЈО
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Hostage Situations, Training Bulletin Review	055	1985-036	JO	
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Identification Card Project	068	1986-034	JO	
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IIS - Officer Misconduct	016	1981-869	10	
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IIS Complaint Pamphlet	156	1990-193	30	
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Impounding Change - Audible Alarms-Manual Rev.	093	1987-091	10	
Improved Productivity Assessment Grant	015	1980-489	10	
Improvement, SPD Plan for (LEAA funded)	006	1970-965	10	
In-custody Arrests	050	1984-023	10	
Incident Report, Revision Form 5.37	015	1981-225		
Informant Management - GM - 10-16-87	022	1982-013	1O	
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Inspection Manual Update	049	1984-205	JO
Inspection, South Pct. Comm. Part. Project	108	1988-004	in
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Inspection: PCAM Evaluation	133	1990-152	in
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Inspection: Special Activities Section	118	1989-125	JO
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Intelligence Ordinance Study - Testimony	014	1979-901	JO
Inter-Department Correspondence	156	1992-005	-
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Internal (City) Serv., Review of	015	1979-333	JO
Internal Investigations Study	120	1989-135	. 1O
International Rescue Committee - Asian ID Program	034	1983-136	JO
Interns - Moorehead	055	1985-041	JO
Interns: Kings High School	096	1987-111	JO
Interview Rooms - Rules of Use	035	1983-164	JO
Invalidating Drivers' Licenses	110	1988-127	JO
Inventory of City Act. Affecting Children	021	1982-138	JO
Investigations Ordinance	. 013	1980-210	ро
Investigations Ordinance	068	1986-362	JO
Investigative Funds - Form	110	1988-051	JO
ISD - Manual Inspection	049	1984-206	JO
ISD Division Manual Revision	134	1990-031	JO
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Jacket, Gore-Tex	069	1986-076	JO
Jail	034	1983-131	JO
Jail Bookings Surveys (1978-81)	007	1978-961	JO
Jail Contract, Seattle/King County	015	1981-509	JO
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Jail Diversion Project	136	1990-174	JO
Jail Investigative Holds	051	1984-104	JO
Jail Materials	016	1981-199	JO
Jail, City Consolidation	010	1973-084	10
Japan, Host National Police of	074	1986-335	JO
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Job Specs, Griffin-Hagen-Kroeger Report (1967-73)	010	1967-945	JO

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Juvenile Arrest Warrants, Photo Fingerprints	022	1982-017	JO	
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Juvenile Policy & Training Bulletin Procedure	011	1978-355	JO	
Juvenile Section Remodel	119	1989-046	JO	
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Juveniles, Photographing	120	1989-038	JO	
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K-9 Use Revision	054	1985-316	JO	
K-9 Utility Belt	056	1985-087	JO	
Kansas City Survey	010	1973-089	JO	
King Co. Correct. Facility Pop. Mgt. Plan	110	1988-095	JO	
King County Citations, Use of	. 067	1986-144	JO	
King County Contract Cities	018	. 1981-864	JO	
King Tut Exhibit Security	012	1978-187	JO	
Kingdome Evacuation Plan	021	1982-100	JO	
Kingdome Policies	067	1986-114	JO	
Kingdome Policy - major Incidents	022	1982-024	JO	
Kingdome Traffic Control	015	1980-895	JO	
Knives, Use of in Offenses	096	1987-118	. 10	
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Lake Union Harbor Station vs. United Indians	021	1982-352	JO	
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Law & Justice Planning (1972-73)	010	1972-943	JO	
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Law Enforcement Survey, Wash. St.	014	1979-154	JO	
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Legal Information Bulletins	011	1978-931	JO	
Legislation Passed By City Council	074	1986-671		
Legislative Impact - Financial Impact of State Law	021	1982-048	JO	
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Letter Bomb Information Packets	136	1990-175	JO	
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Liquor Establishments Premise Violations	096	1987-144	lO	
Liquor violation bookings Evaluation	- 056	1985-066	JO	
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Local Government Project, 24-hour	137	1990-218	lO	14
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Manpower Survey - Civilianization	012	1977-489	JO	
Manpower/Crime Stats/Comparable Cities	013	1980-273	SU	
Manual - Contract Changes	108	1988-007	JO	
Manual Reprinting	108	1988-006	-	
Manual Rev 1.07.080	156	1992-013	MA	
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Manual Revision	049	1984-007	JO	
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Manual Revisions	011	1978-511	JO	
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Manual: Detention of DVPA Suspects Under	133	1990-360	JO	
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Marijuana Citations	049	1987-034	10	
Marijuana Exam State Crime Lab	035	1984-036	lO	
Marijuana Procedures, confiscated	011	1983-062	10	
Marine Public Safety Study, SFD	014	1976-027	JO	
Master Patrolman, Houston PD Survey Report	015	1979-899	- JO	
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	022	1982-201	lO	

Maternity Leave 067 1986-020 JO Mayor Cartespondence 016 1981-881 JO Mayor's Drug Straiegy Paper 073 1986-318 JO Mayor's Youth Policy Plan 094 1987-102 JO MBO Plan 015 1980-027 JO MBCCRS Report 033 1983-060 JO MECCRS Report (sample) 020 1981-863 JO Medical Release - Form 110 1988-160 JO Medical Screening of Persons Arrested 007 1978-529 JO Mentally III Handling 051 1984-123 JO Mentally Program (SPD) 147 1991-091 JO Metro Program (SP	Title	Vault	PCN	PID
Mayor Correspondence	Maternity Leave	067	1986-020	JO
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Mayor's Youth Policy Plan	Mayor's Drug Strategy Paper	073		
Mayor's Youth Policy Plan Mode 1987-102 JO Mode 1987-102	Mayor's Weekly Reports 1994	160	1994-709	
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MECCRS Reports 020 1981-833 JO MECRS Reports 011 1978-929 JO Medical Release - Form 110 1988-160 JO Medical Screening of Persons Arrested 007 1979-250 JO Mentally Ill Handling 051 1984-123 JO Mentally Ill Handling 051 1984-123 JO Mentor Program (SPD) 147 1991-091 JO Metro Security Radio Numbers 067 1986-021 JO Metro West Point Treatment Plant 145 1991-033 JO Metropolitan Section Information System 032 1983-703 JO Micro-Computer Applications and Training 054 1985-202 JO Micro-Computer Applications and Training 067 1986-021 JO Military Leave 157 1993-060 MA Military Leave Audit 013 1980-126 JO Military Leave Audit 013 1980-126 JO Milmi-Precinet Study, West Seattle 135 1990-054<		134		
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Mounted Patrol for Parks	005	1972-022	JO
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Mounted Patrol Unit; response to citizen	137	1990-084	JO
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MSAG Listings	068	1988-959	
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Neighborhoods, Office of	109	1988-025	lO
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Off-Duty Officers, Supervision of	068	1987-193	JO	
Off-Duty Work File	022	1986-245 1982-067	MA	
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OMB Correspondence	054	1985-205	lO	
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Organization Chart	094	1987-028	lO	
Organization Charts	067	1986-001	BU	
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Traffic - TCAM Car Allocation Program	014	1980-017	JO	
Traffic and SPU Lockers	094	1987-010	JO	
Traffic Citation Directive	157	1993-042	JO	
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Traffic Code - Violation Instructions	056	1985-092	JO	
Traffic Code Book Feasibility Study	147	1991-065	JO	
Traffic Code Revision Ord, 110967	032	1983-009	JO	
Traffic code Update	032	1983-067	JO	
Traffic Data Bank Grant	034	1983-123	JO	
Traffic Engineering Parking Study	034	1983-070	JO	
Traffic Fatalities	035	1983-204	JO	
Traffic Infractions - Bail Increase	020	1981-358	JO	
Traffic Management Plan - Convention/Trade Ctr.	073	1986-304	JO	
Traffic Radio Numbers - Manual Rev.	093	1987-103	JO	
Traffic Section Budget	067	1986-170	JO	
Traffic Section Reorganization	068	1986-352	JO	
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Training Division - Word Processing	019	1981-284	JO	
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Training Programs Evaluation	134	1990-041	JO	
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Transportation Policy - Manual Rev.	093	1987-068	JO	
TRAP - Highway Safety	018	1981-121	JO	
Trespassing under Alaskan Way viaduct	110	1988-064	JO	
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TRU Materials (DAP) (1984-85)	052	1984-096	JO	
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Two-Man Patrol Car Survey, selected cities	011	1976-035	JO	
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Unclaimed Personal Property	067	1986-136	- JO	
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Underground Conduit - PSB	023	1982-266	10	
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Uniform Allowance	054	1985-010	JO	
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Uniform Committee	055	1985-038	JO	
Uniform Committee File	070	1986-119	JO	
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Uniform Rainwear	049	1984-010	JO	
Uniform Regulations, Service Stars for P.O.s	022	1982-064	JO	
Uniform Shoes or Boots	022	1982-033	JO	
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Unusual Occurrence Plan Revision	006	1971-086	JO	
Urban Consortium - Problem Survey	034	1983-084	JO	
Use of Deadly Force	054	1985-325	JO	
Use of Firearms, Deadly Force - Manual Rev.	093	1987-077	JO	
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Washington Uniform Infraction & Citation	020	1981-365	JO
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Weapons - Releases	006	1972-001	lO
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Westlake Use Mgt. Guidelines	110	1988-152	JO
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Word Processing Committee - Interdepartmental	034	1983-125	lO
Word Processing Committee Materials	019	1981-865	JO
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